

# STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



INDIANA GOVERNMENT CENTER NORTH  
100 NORTH SENATE AVENUE N1058  
INDIANAPOLIS, IN 46204  
PHONE (317) 232-3773  
FAX (317) 232-8779

## SCHOOL BUDGET INFORMATION FOR REVIEW PURPOSES

**\*Please file this completed form and the requested information with your Hearing Officer before or at your annual budget hearing.**

SCHOOL NAME:	_____	COUNTY:	_____
CONTACT PERSON:	_____	TITLE:	_____
TELEPHONE:	_____	FAX:	_____
MAILING ADDRESS:	_____	EMAIL:	_____
	_____		
	_____		
	_____		

- I. Excessive levy appeals – must be filed directly with the Indianapolis office of the Department of Local Government Finance, as well as filing one copy with the Auditor.
- ☐ New Facility
  - ☐ Shortfall
  - ☐ Emergency Financial Relief
  - ☐ Transportation
  - ☐ Referendum
- II. Forms
- ☐ Prescribed Budget Forms 1, 1s, 2, 3, 4, 5
  - ☐ Line 2 Worksheet (with copies of reduction resolution if applicable)
  - ☐ Encumbrance information from 2007 (See Form 9 for July – Dec. 2007)
  - ☐ Debt Service Worksheet w/amortization schedules, copies of leases & lease rental affidavits
  - ☐ DLGF order if the school entered into a new debt during 2008
  - ☐ DOE Form 9 for July – Dec 2007
  - ☐ DOE Form 9 for Jan – June 2008
- III. Additional information required
- ☐ Most recent DOESA545
  - ☐ 2009 CPF Plan, Certificate of No Remonstrance, and Resolution of CPF Adoption
  - ☐ 2009 Bus Replacement Plan and Resolution of Adoption
  - ☐ Proofs of Publication - Budget Hearing
    - Notice of Adoption CPF
    - CPF Hearing
    - Bus Repl. Plan Hearing
  - ☐ Certificate of Miscellaneous Revenue with updated revenue Form 2, if applicable
- IV. Was a levy excess fund set up prior to July 1 of the current year? Y N N/A
- V. Neutrality resolution for Pension debt, if applicable
- VI. Copy of School Board Resolution requesting fixed rate, cap, levy, combination fixed rate, etc. (if applicable)
- VII. If you expect CPF budget cuts, please submit a cut list by priority

